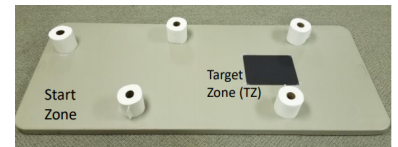


LHJ is required to PRINT THIS CHECKLIST and check off each item before logging in to the Online Event on event day. During Check-in, show this completed and signed sheet to the Site Host.

Prior to Event (check each item with a heavy mark so it is visible on camera):

- Read and understand [2021 StackRolls Rules](#) and StackRolls Rules Updates
- Download and print the following items:
 - Paper Scoring Form (Print at least 2): http://www.robofest.net/images/2021/StackRolls_Score_Sheet.pdf
 - Proctor Violation Report: https://robofest.net/images/20172018/PDFS/Proctor_Forms.pdf
 - Roll Marker Locator Jig (Optional - Print Actual Size and verify measurements with ruler) http://www.robofest.net/images/2021/Roll_Marker_Jig.pdf
- Prepare StackRoll Game Field (see section 2 of the rules) Check each item:
 - 1 Table on the floor
 - Black paper: letter size (21.59 x 27.94cm). All the edges are scotch-taped over the paper & the table
 - 6 Toilet Paper Rolls (updated from previous checklist) Please make sure they are in good condition**
 - Height: 9.6m ~ 11.5cm
 - Outer Diameter: 11cm ~ 13cm;
 - Diameter of cardboard core: 3.8 cm ~ 4.5cm
 - Weight: 150 g ~ 212 g
 - Roll Markers (Reinforcement stickers or tape)
 - Prepare: pencil, clipboard, measuring tape (at least 100 cm), tripod (optional)
- Prepare Online Login device - Laptop, Tablet or Phone (Zoom or other platform)
 - stable internet connection
 - battery fully charged
 - camera accessible
 - set up so camera positioned as shown with the Game table in the foreground and team pit area is visible in the background, and space for team to stand between for intro
 - microphone/speakers (test volume, mute/unmute)
- Prepare Video & audio recording device
 - battery fully charged
 - enough memory storage



zoom Camera

Prior to Check-In on Event Day:

- Confirm Team is ready to present a 1-minute introduction of the team and the robot when called upon during opening
- Confirm LHJ is ready to present a brief introduction when called upon during opening
- Confirm Recording Judge has the recording device with battery and sufficient memory
- Confirm Coach has printed team sign and has it ready to show
- Confirm Coach has received Consent Form (online or hard copy) for each participant
- Check Robot Size w/l maximum 50x50 cm including expansion
- Check Robot has "Front" label
- Inspect Robot for any illegal materials (see section 8 of rules)
- Assemble Judges and Team (with robot) to prepare for Event Check-in

I _____ verify that I have completed each item on this checklist (send an image of this form with the completed score sheets and any collected Consent Forms).